

# Stratfield Mortimer Neighbourhood Development Plan

## Steering Group Minutes of meeting held on Wednesday 11<sup>th</sup> June 2014 in the Parish Office

Present: Mike Dennett (Chairman)  
Danusia Morsley  
Neil Kiley  
Patrick Wingfield  
Tennant Barber.

Purpose of the meeting was to plan the details of the NDP presentation and community feedback to be held on 6<sup>th</sup> and 7<sup>th</sup> July respectively. The following actions were agreed.

1. On the 6<sup>th</sup> July presentation a 4 page A5 information pack be made available to include
  - a. a statement of the purpose of the NDP
  - b. the 'Rural Vision'
  - c. some 'hard facts' including that East Kennet area has to provide 270 new homes up to 2026
  - d. what is happening on 6<sup>th</sup> and 7<sup>th</sup> July.

### **Action Mike Dennett**

2. 750 information packs to be printed. **Action Mike Dennett**
3. Several facts and figures relating to Mortimer to be prepared for show at the events e.g. population age distribution, growth over the decades, current mix of housing types, number of businesses in Mortimer. **Action Mike Dennett.**
4. On the 6<sup>th</sup> July
  - a. Make available 650 information packs to members of the community to take away (hold back 100 for use on the 7<sup>th</sup> July).
  - b. show a map of the **possible** areas for new housing developments in Mortimer. Highlight on map that these are possible and that no decision has been taken.
  - c. If asked about the number of houses to be built in Mortimer verbally advise that is anticipated to be in the order of 100 but awaiting West Berkshire decision.
5. Information and action sheets for the 7<sup>th</sup>
  - a. template for the presentation of be developed e.g. Arial typeface, point size 11, layout etc. and circulated to members of Steering Group **Action Danusia Morsley**
  - b. prepare draft material for the several action stream **Action Members of Steering Group.**
  - c. Drafts to be completed and sent to Danusia Morsley no later than close of play on Friday 20<sup>th</sup> June. The drafts will be edited for consistency **Action Danusia Morsley**

- d. Completed sheets sent forwarded to Mike Dennett for printing **Action Mike Dennett.**
- e. Check that printers happy to receive PDF documents and able to print sizes required (**What are these I did not make a note**)
- 6. Banner to advertise NDP presence on 6<sup>th</sup> and 7<sup>th</sup> July to include
  - a. The strap line “Your Village, Your View”
  - b. Neighbourhood Development Plan

**Action Mike Dennett**

- 7. 6<sup>th</sup> and 7<sup>th</sup> July resourcing
  - a. 6<sup>th</sup> July
    - i. provision of gazebo including chairs (to be located with Mike Dennett prior to event **Action Neil Kiley**)
    - ii. table (to be located with Mike Dennett prior to event) **Action Patrick Wingfield**
  - b. 7<sup>th</sup> July
    - i. 20 tables and appropriate number of chairs. **Action Danusia Morsley**
    - ii. Provision of cold drinks squash and water **Action Mike Dennett**
    - iii. Provide pens, and suitable selection of stickers **Action Patrick Wingfield**
  - c. Manpower resource requirements
    - i. 6<sup>th</sup> July
      - 1. 9.00 am to erect gazebo and prepare material
      - 2. Manning the stall 10.00 – 17.30 scheduled in 1 hour slots, minimum 1 volunteer
      - 3. Strike the gazebo etc 17.30 – 18.30
    - ii. 7<sup>th</sup> July
      - 1. 12.00 -14.00 prepare the ‘community feedback’ event
      - 2. Man the event with minimum of 5 volunteers preferably 7 14.00 -16.00
      - 3. Strike the ‘community feedback’ facility.
    - iii. Contact volunteers and Tracy Audsley seeking volunteers **Action Mike Dennett**

**Next meeting Wednesday 25<sup>th</sup> June 2014 at 10.00 in the Parish Office.**